

BEAUFORT COUNTY BOARD OF DISABILITIES AND SPECIAL NEEDS
100 Clear Water Way
Beaufort, SC 29906
May 15, 2012

MEMBERS PRESENT: Gloria Bolino, Jonathan Brown, Bobby Collar, Grace Dennis, Margaret Gatch, David Green, Nancy Pinkerton, Ann Wirz and Morris Campbell (Ex-Officio).

MEMBERS ABSENT: Algeda Ford, Helene Gruber, and Gardenia Simmons-White

STAFF PRESENT: Mitzi Wagner, Beth Cody and Joe Anne King

GUESTS PRESENT: Alicia Holland, Beaufort County Finance

I. CALL TO ORDER – Jonathan Brown, Vice Chair

The meeting was called to order at 4:05 p.m.

II. WELCOMING GUESTS

Mr. Brown welcomed Ms. Holland.

III. MINUTES OF THE APRIL 17, 2012 BOARD MEETING

MOTION WAS MADE BY GRACE DENNIS AND SECONDED BY DAVID GREEN TO APPROVE THE APRIL 17, 2012 BOARD MINUTES AS WRITTEN. PASSED UNANIMOUSLY.

IV. ADOPTION OF THE MAY 15, 2012 AGENDA

Ms. Wagner stated she would like to add Beth Cody, Fiscal Operations Manager, to update members on the status of the budget and to add Target Case Management to her report.

MOTION WAS MADE BY NANCY PINKERTON AND SECONDED BY ANN WIRZ TO APPROVE THE MAY 15, 2012 AGENDA AS AMENDED. PASSED UNANIMOUSLY.

V. CHAIRMAN'S REPORT, Jonathan Brown, Vice Chair

Mr. Brown introduced Ms. Holland. Ms. Holland will present an update on the status of the DSN budget through the third quarter of FY 2011/2012.

Ms. Holland distributed copies of the DSN budget. She said in looking at the expenditures DSN is on target with 75% in actual expenditures. She said there are 18 different funds and revenues in all areas are very close to 75%. She reviewed several areas of the budget and asked for questions. Ms. Wagner said the county budget reflects a rehabilitation program and stated we have no such program and we no longer have the Gift Shop. Ms. Holland said any remaining funds in those programs would be transferred to other programs. Ms. Wagner said other areas of the budget needed to be corrected also. The item marked Supervised Management should be Supervised Living Program and we now have only one CTH I. Ms. Holland said she would make the necessary changes and get the fund balances, in programs no longer valid, moved into appropriate programs.

Ms. Cody distributed copies of the DSN Budget. She said her spreadsheet is a little more basic but similar to Ms. Holland's and is a little more up to date as it does go through May 4, 2012. She said as of that period we brought in revenue of 81.16% and spent 80.56%. The first sheet is a summary of our entire organization; one side lists the revenues and the other side the expenditures. The following pages are by programs individually and all figures are carried forward to the summary. She said we have only six weeks left of this budget year and are in good shape. She said we are pleased that the power bill is coming in much lower than expected, however the water is running a bit higher due to the irrigation system.

VI. EXECUTIVE DIRECTOR'S REPORT – Mitzi Wagner

Ms. Wagner asked if members were familiar with the term Targeted Case Management. She said it is a way of funding how you do case management. She said many states have used targeted case management over the past years. Normally there are certain things you can bill for in case management that are specific services outlined by HHS. These services are billed for in 15 minutes increments and you are paid for those 15 minutes. Currently we get a certain amount of money yearly from SCDDSN per case to manage each case and they do not tell us what services we have to provide. Targeted Case Management started because HHS had a big deficit and this is one of the director's plans to cut expenditures. Beginning January 1, 2013 each Early Interventionist and Service Coordinator will have to do enough services, in the four categories listed, in 15 minutes increments to pay their salaries. Currently staff do other things. They spend time taking their consumers to the doctor, filling prescriptions, work on committees; spend hours on the phone with consumers, all kinds of things. This will all go away because all of their time will have to be on billable things that will have to be approved before we are paid and will be based on how much money they save. We will get paid more if making home visits rather than in house visits or phone conversations. She distributed handouts listing four categories of the types of services that can be billed for. She reviewed the different categories and answered questions.

Ms. Wagner said the meeting room policy was sent to the county attorney for review and was approved with a minor change in verbiage. Board members reviewed the changes and Mr. Brown asked for a motion to adopt the meeting room policy as amended. Mr. Campbell said there might be changes in the future to the fees charged for the facility.

MOTION WAS MADE BY NANCY PINKERTON AND SECONDED BY DAVID GREEN TO ADOPT THE MEETING ROOM POLICY AS AMENDED BY BEAUFORT COUNTY. PASSED UNANIMOUSLY.

Ms. Wagner said the Garden Party would be held on June 2, 2012 from 10:00 until 12:00. She said we had hoped to have a plaque listing all those who donated to the garden and found it to be more costly than expected. She said we do not have the money and mentioned that, as an alternative, if there is space on the wall of the reception area, to paint a tree with leaves and have the names printed in calligraphy on the leaves. Ms. Wirz mentioned that she liked that idea better. Ms. Wagner said we are going to try to get students to paint on the wall. Also, Mr. Love has a friend that may be able to do the work. Ms. Wagner said she has also been getting requests to add bricks. Consumers, staff and visitors would like the opportunity to purchase them, so we need to figure out what we can do. Ms. Wagner said the garden committee is to meet on Thursday at 2:30 and will discuss other options for the garden.

Ms. Wagner said SCDDSN has allowed us to use the unspent money in the family support and non-Waiver support funds for Camp Treasure Chest. She said we have applied for several grants and with help from ABLE that will get us through. She said we have had a number of older campers sign up as well as in the Breakers program. She spoke with Rufus Britt about the success of the Breakers project and how it has grown. He said he had no problem with extending the hours and holding Breakers in the pottery room the same time as Day Program. We are meeting with the families of those attending Breakers to see what they would like to have happen and work out a schedule to submit for renewal. Mr. Britt said he did not see any problem with the program being approved.

Ms. Wagner said her intent is to meet with every special education group in the school system in September to let them know who we are and encourage them to start the eligibility process at a younger age. We also need to come up with a way to educate families with specifics of those with the newer diagnosed disabilities. Ms. Wirz said part of the problem is that the pediatrician is not identifying the children at an early age. Many parents are not familiar with the terminology of the diagnosis. Ms Wagner said parents may hear it once but need to hear it more often and from different people.

VII. COMMITTEE REPORTS

- Personnel Committee, Jonathan Brown, Chair
Mr. Brown said Ms. Bolino's appointment is official and welcomed her to the board. He also mentioned that "down the road" we might need to look for a replacement for Ms. Ford. Her position with the funeral home requires her to miss many of our meetings and feels she needs to resign. She said she does want to be involved with DSN. It was suggested that she may want to be part of the ABLE Foundation
- Policy/Directives Committee, Grace Dennis, Chair
Ms. Dennis said she reviewed all the directives emailed to the committee for review and approval and asked for a motion to adopt the directives as written.

MOTION WAS MADE BY NANCY PINKERTON AND SECONDED BY MARGARET ANN GATCH TO ADOPT THE DIRECTIVES AS WRITTEN. PASSED UNANIMOUSLY.

- Public Relations Committee, David Green, Chair
Mr. Green said we are waiting to get information updated on the county web page and asked if we had any further information. Ms. Wagner said Bernie Farmer, Staff Services, has redone all of our information and it has been forwarded to MIS. She also mentioned that Suzanne Larsen has joined the ABLE Foundation.

VIII. PUBLIC COMMENT

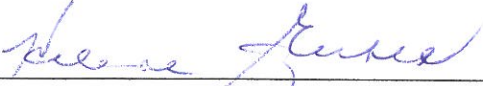
Mr. Brown said the dedication committee and Ms. Gruber has done an excellent job with the dedication ceremony and the garden party planning and suggested that we add this to our monthly committee reports to keep us aware of what is on their agenda. He suggested calling it our "Hospitality Committee" with Ms. Gruber as Chair. This will be added on the June committee reports.

The next board meeting will be held on June 19, 2012 at 4:00 p.m. at:
Disabilities and Special Needs Department
100 Clear Water Way
Beaufort, SC 29906

XI. ADJOURNMENT

MOTION WAS MADE BY GRACE DENNIS AND SECONDED BY DAVID GREEN TO ADJOURN THE MAY 15, 2012 MEETING. PASSED UNANIMOUSLY.

The meeting was adjourned at 5:05 p.m.



Helene Gruber, Chair

6-19-2012

Date



Nancy Pinkerton, Secretary

6-19-2012

Date